



MUNICIPAL HERITAGE COMMITTEE MEETING MINUTES

April 3, 2024, 6:00 p.m.

Members Present: Drew Chapman - Chair, Amanda Demers - Vice Chair, Councillor Tim Balasiuk, Councillor Gary Burroughs, Brian Marshall, John Morley, David Snelgrove, Alexander Topps

Members Absent: Rita Trudeau

Staff Present: Kirsten McCauley - Director - CDS, Shannon Mista - Legislative and Committees Coordinator

1. CALL TO ORDER

The meeting was called to order by Drew Chapman, Chair at 6:00 p.m.

2. ADOPTION OF AGENDA

David Snelgrove requested to speak under New Business

Moved by Councillor Burroughs that the agenda be adopted as amended.

APPROVED

3. CONFLICT OF INTEREST

None were declared.

4. PREVIOUS MINUTES

4.1 March 6, 2024

The March 6, 2024, minutes were received.

5. PRESENTATIONS

There were none.

6. ANNOUNCEMENTS

There were none.

7. CORRESPONDENCE

Heritage Planner Sumra Zia gave an overview of the Correspondence that were received to the Town.

Moved by Councillor Burroughs that items 7.1, 7.2, 7.3, and 7.4 be received.

APPROVED

- 7.1 **Diocese of Niagara on board with the designation of Anglican Properties**
- 7.2 **Owner of 1413 Lakeshore Road shared historical information about Roselawn**
- 7.3 **Owner of 36 Princess Street objected to designation**
- 7.4 **Owner of 1 Paxton Lane objected to designation**

8. BUSINESS

8.1 [Demolition Permit - 134 Victoria Street - CDS-24-055](#)

Sumra Zia, Heritage Planner gave an overview of the Accomplishments of the Municipal Heritage Committee.

The Committee reviewed the attached material submitted as part of the Demolition Permit - 134 Victoria Street - CDS-24-055

Moved by David Snelgrove that the following recommendations be considered by Council;

1.1 The Municipal Heritage Committee approves the Notice of Intent to Demolish the historic dwelling/structure and the addition and the rear accessory building at 134 Victoria Street received on October 25, 2023 and March 17, 2024;

2.1 The applicant signs a legal undertaking for the salvage of materials and hardware as a condition of demolition;

2.2 The applicant agrees to provide a qualified heritage expert to attend the site during the demolition process to document heritage elements that may become evident during such demolition and to recommend to the demolition contractor elements to salvage. Further, the heritage expert will provide to the applicant and Town Staff post demolition written descriptions that will assist the designer of the new dwelling to best meet the incorporation of salvaged materials and/or the provision of historically accurate replicas where new materials are to be used in the new dwelling.

3.1 The development of the new residence is carried out according to the elevation design submitted by the applicant.

3.2 The applicant agrees that the windows of the new residence on the front west side of the proposed new dwelling and the associated north and south elevations of that front portion of the new dwelling will have wood frame windows and glass appearance of the circa 1835 period. Similarly, the door will be wood and be circa 1835 replicated. The wood clapboard siding of the new dwelling should be of circa 1835 design or such earlier period design as revealed during demolition.

4.0 The applicant agrees to ensure that during both demolition and construction of a new dwelling all efforts will be made to minimize damage to the roots of existing trees on the site or adjacent to the site and that a qualified arborist is engaged to this end.

DEFEATED

Moved by Amanda Demers that the following recommendations be considered by Council;

1.1 The Municipal Heritage Committee approves the Notice of Intent to Demolish the historic dwelling/structure and the addition and the rear accessory building at 134 Victoria Street received on October 25, 2023 and March 17, 2024;

2.1 The applicant signs a legal undertaking for the salvage of materials and hardware as a condition of demolition; and

3.1 The development of the new residence is carried out according to the elevation design submitted by the applicant.

APPROVED

8.2 [Wrapping Hydro Boxes – Heritage Permit Application – CDS-24-051](#)

Moved by Amanda Demers that the following recommendations be considered by Council;

1. The Heritage Permit Application, HER-08-2023, for wrapping hydro boxes in vinyl art in the Queen-Picton Heritage Conservation District be recommended to Council for approval subject to the following conditions:

1.1 The alterations be carried out substantially in accordance with the Heritage Permit Application;

1.2 Permission is acquired from the Director of Community and Services annually by Niagara-on-the-Lake Hydro for the locations of hydro boxes selected each year to be wrapped in the Queen-Picton Heritage Conservation District. The Director of Community and Services may ask for reconsideration of locations at their discretion; and

1.3 Consideration is given to selecting art that is compatible and sympathetic to the Queen-Picton Heritage Conservation District.

DEFEATED

8.3 [Priority Designation Work - Heritage Designation Reports - CDS-24-057](#)

Sumra Zia, Heritage Planner described the details of Priority Designation Work - Heritage Designation Reports - CDS-24-057.

The Committee reviewed the attached materials submitted as part of the Priority Designation.

Moved by Amanda Demers that the following recommendations be considered by Council;

1.1 That Staff seek any additional input from MHC on the staff evaluation and an endorsement for proceeding. If the MHC endorses the pursuit of designation, in principle, Staff will prepare draft Designation By-laws for 14 Wesley Avenue and 15618 Niagara River Parkway and return in May with the draft by-laws for the Committee's consideration.

APPROVED

8.4 [Priority Designation Work - Heritage Designation Draft By-laws - CDS-24-056](#)

Sumra Zia, Heritage Planner described the details of Priority Designation Work - Heritage Designation Draft By-laws - CDS-24-056.

The Committee reviewed the attached materials submitted as part of the Priority Designation Draft By-laws.

Moved by Amanda Demers that the following recommendations be considered by Council;

1.1 It is respectfully recommended that the designation by-laws of the properties at 287 Warner Road and 463 King Street be endorsed in principle based on the Staff evaluation within the designation reports

1.2 Council issue Notice of Intent to Designate (NOID) for each property.

1.3 That Staff send a midway letter to the homeowner.

APPROVED

Moved by Councillor Burroughs That the following recommendation be considered by Council;

1.1 That all ongoing notices of intent to designate have a midway letter to ensure that homeowners are aware of the designation of the property.

APPROVED

9. NEW BUSINESS

David Snelgrove ask Heritage Planner, Sumra Zia for a follow-up on Riccardo Street construction.

David Snelgrove also asked Heritage Planner, Sumra Zia about the Ordinance Boundary Stone at King and Byron and where it was in the process and Sumra let the Committee know that a meeting was scheduled for the following week with a potential restoration contractor and they are hoping to have a contractor by the end of April.

10. NEXT MEETING DATE

Wednesday, May 1, 2024

11. ADJOURNMENT

Adjournment unanimously took place at 8:04 p.m.